CHAPTER 602

CONTAINER PROCEDURES

A. MANAGEMENT AND CONTROL

- All DOD-owned and leased pool intermodal ISO containers, flatracks, and associated equipment (20- or 40-foot) procured for transportation of cargo are DOD container system assets and provide potential capability for common-use service, as agreed upon in memoranda of agreement and/or understanding between each Service and USTRANSCOM.
 - a. DOD common-use containers, both owned and leased, will be managed by USTRANSCOM through SDDC while in the DTS across the range of military operations.
 - b. Service-unique ISO containers pre-positioned at unit installations or ammunition and supply depots will be managed by the DOD Component that owns or controls the cargo until placed in the DTS. During movement in the DTS, USTRANSCOM will manage and control these containers.
 - c. The supported geographic CDR is responsible for establishing and enforcing an effective container/intermodal equipment return program that includes abandoned assets.
- 2. The DOD inventory consists of all types of ISO containers. These include end opening, side opening, open top, refrigerated, liquid bulk (tank), flatracks, half-heights, modular, and other special ISO containers.
 - a. The DOD Components will maintain all DOD containers IAW CSC/46 U.S.C. app. 1503 regulations and IMDGC standards so containers are capable to move cargo for which they were initially intended (i.e., ammunition, general cargo, refrigerated cargo).
 - b. The DOD Components are responsible for funding all maintenance and repair for their containers, and ensuring containers under their control meet established standards.

B. UTILIZATION

- 1. DOD-owned containers may be used for routine shipment of cargo only if commercial containers are either unavailable or do not meet mission requirements, e.g., repositioning of DOD-owned containers.
- 2. DOD common-use and/or CADS containers may be used for storage only if approved by SDDC. Component-owned container assets may be used for storage and/or prepositioning and staged deployment equipment programs as approved by the Component involved.
- 3. DOD-owned containers may be used for Security Assistance Program shipments or shipments for which the cargo is intended for use by a military or government other than that of the US only if approved by the DOD-component owning the containers. Approval is dependent upon determination that return of the asset to normal traffic patterns will not increase costs to the US Government, and that there are no commercial assets available.

C. PROCUREMENT AND LEASING

1. Procurement.

- a. Non MILSPEC (Commercial) Containers. Defense Supply Center Philadelphia (DSCP) centrally procures common-use ISO containers, services, and support equipment for the DOD container system and procures Service-unique ISO containers, services, and support equipment for DOD Components upon request. DSCP will endeavor to maintain as many common use containers as possible on long-term contract arrangements. Contract actions for items not on existing contracts and exceeding \$25,000 must be synopsized and published in the Commerce Business Daily. This process requires a minimum of 45 days between publishing the synopsis and the date set for receipt of proposals. Procurement administrative lead-time of 90 days should be scheduled for contract actions greater than \$25,000 (the 45-day synopsis period is included in this timeframe). The requesting activity should notify DSCP as soon as possible of new requirements. DSCP can be first notified by electronic mail (e-mail) (Joseph.McHenry@dscp.dla.mil) that includes all information outlined below in subparagraphs C.1.a.(1)-(5) only to initiate purchase actions. DSCP will provide specific "requirements" instructions to each requestor.
 - (1) Detailed purchase description, specification, or statement of work designed to communicate a clear, accurate description of essential characteristics and functions of the items(s) including the purchase of chassis if required. Must include size, type, and any special items required (i.e., certified to move ammunition or Hazardous Materials (HAZMAT)).
 - (2) Quantity required. Must identify any additional quantities that are desired as an option.
 - (3) Required delivery dates at requester's facility for initial and option quantities. Give location, hours of operation, address, Points Of Contact (POC), and phone numbers.
 - (4) Any required instructions for spare parts provisioning technical documentation. Provide a completed DD Form 1423, Contract Data Requirements List, Figure 602-1, for all data and reports, technical or otherwise, that are required deliverables under the contract.
 - (5) Upon receipt of the requirement, DSCP estimates the purchase cost and requests a DD Form 448, Military Interdepartmental Purchase Request (MIPR), Figure 602-2, or DD Form 1348-6, DOD Single Line Item Requisition System Document (Manual Long Form), Figure 602-3, with funding data to cover contracting action. A Request for Proposal (RFP) cannot be issued until funding is received.
 - (a) MILSPEC Containers. The Army Materiel Command centrally procures MILSPEC containers for the Army and the DOD Components.
 - (b) ISO-Configured Tactical Shelters. To the maximum extent possible, procurement of ISO-configured tactical shelters will be selected from the Joint Committee on Tactical Shelters Brochure, available at http://www.sbccom.army.mil/hooah/pubs/jocotas.pdf.

2. Leasing.

a. SDDC leases new or used containers and intermodal equipment for day-to-day common-use service or for Service-unique requirements for the DOD Components upon request and acceptance. Procurement action from the time a request is received until contract award depends on the requirement and is handled on a case-by-case basis. Lease contracts for equipment used in emergencies or national contingencies can be completed in one day if equipment is available on the commercial market. However, normal procurement time from the receipt of a request to contract award is 15 working days. Requesting activities can first provide the following information to SDDC either by e-mail to lease@mtmc.army.mil or by using the container request function of the

Asset Management System (AMS), but only to initiate and shorten contracting time. All required information below must also be received by SDDC in standard written format prior to actual lease date and/or commitment of monies (written format serves as a requirement document for contracting as well as an audit trail). SDDC will provide specific "requirements" instructions to each requester. These instructions can be found at the SDDC web page. The internet address is: http://www.sddc.army.mil/CONTENT/428/checklist.pdf. Required information includes:

- (1) Detailed description and/or type of container or intermodal equipment needed. Must include size, type, and any special items required (i.e. certified to move ammunition or HAZMAT). Include requirement for extended chassis support at the Seaport of Debarkation (SPOD) and/or the Seaport of Embarkation (SPOE).
- (2) Quantity required. Must identify any additional quantities that are desired as an option, or identify the contract as an indefinite quantity contract.
- (3) Term of lease. Number of days equipment will be needed. Describe intended use of equipment. Give estimated dates of on-hire and intended redelivery location(s). State equipment drop off (leased at one location and returned at another) requirements.
- (4) Chassis support. Specify if chassis support is required for handling containers at the requester's facility and if chassis equipment is needed for further movement to the SPOE. Chassis will not be shipped with containers unless needed for container handling support at the SPOD.
- (5) Refrigerated container support. Specify requirement for additional support (i.e., generator sets, spare part kits, manuals).
- (6) Required delivery date at the requester's facility. Give location, hours of operation, address, POC, and phone numbers.
- (7) Vessel information (if available). Name of ship on which container(s)/ intermodal equipment will be loaded, on-berth date, and SPOE. Requesting activities must ensure that operational security considerations have been addressed prior to submitting vessel information.
- (8) Advise ability to provide CSC certified inspector(s) to conduct acceptance inspection of container(s) and related intermodal equipment being leased at location in Paragraph C.2.a.(6) above.
- b. Upon receipt of e-mailed requirement, SDDC will estimate the lease cost and request a MIPR with funding data to cover contracting action. A RFP for procurement will not be issued until funding is received. The estimated lease cost will include lease per diem, estimated repair cost, drop off charges, funds for special items, inspection fees, linehaul and/or drayage fees, and detention, damage, and/or demurrage fees.
- c. To promote container management, particularly during contingency or crisis, all DOD Components leasing containers and/or intermodal equipment through their own Service contracting offices outside the scope and purview of this Regulation must send an e-mail to lease@mtmc.army.mil providing SDDC the following information within 10 days of receipt:
 - (1) Activity and/or Unit requiring leased equipment.
 - (2) Activity and/or Unit POC and phone number.

- (3) Equipment Serial Numbers, e.g., ISO number for container, for all containers received.
- d. Receiving units (lessees) must inspect leased containers prior to acceptance to ensure that the containers meet their material condition requirements. If a container is rejected, they must notify SDDC immediately of the rejection and provide the relevant details. SDDC will arrange for the vendor to provide a suitable replacement container. Once the lessee accepts the container, the lessee has legal control over the container and is responsible for the employment, management, care, repair movement and return of the container to the agreed upon location.

D. CONTAINER HANDLING

- General. Containers (Military Van [MILVAN] and commercial) are constructed for specific handling
 procedures. Other methods of handling will result in damage and deterioration of containers.
 Procedures contained in this Paragraph must be followed to prolong useful lives of containers and to
 reduce the cost of maintenance and repair. All container-handling operations will be conducted safely.
 Anyone observing unsafe conditions during container handling is required to stop the handling
 operations. Container handling may resume after the unsafe condition is corrected.
- 2. Proper CHE. Use proper CHE utilizing top-lifting devices such as front and side loaders, straddle cranes, and Rough Terrain Container Handlers whenever handling containers.
- 3. Crane Requirements. Lift with cranes of suitable rated capacity equipped with:
 - a. Spreader bar with automatic or semiautomatic twist locks compatible with top-corner fittings.
 - b. Spreader bar with hooks or shackles that engage top-corner fittings for lifting in a vertical plane. Only lift loaded containers from the top-corner fittings if spreader bars are used that apply direct vertical force to the corner fittings.
 - c. Sling and bridle arrangements with hooks or shackles that engage all four top fittings provided the bridle is made from wire rope or cable and carries the current certification by an authority that the design factor is a minimum of five. Chains should not be used because of the difficulty in detecting metal fatigue.
- 4. Forklifts. Use forklifts with great care. Incorrect usage can cause major container damage and personal injury. Containers must never be picked up from the bottom by a standard design forklift unless the container is equipped with forklift pockets and the forklift operator is assisted by at least one ground guide.
- 5. Care when lifting. Use great care when lowering the top-lifting device over the container to avoid puncture damage to the top of the container. Tag lines affixed to the lifting device should be used for initial alignment.
- 6. Positioning.
 - a. Containers are designed to support their weight and that of their contents through bottom corner castings. When removed from a chassis, place containers on drained, hardstand surfaces with all four lower corner castings placed on blocks (dunnage) four to six inches high. This prevents rocks and debris from exerting pressure against lower structural members of the container and allows air circulation that will prevent moisture damage to the container. Containers may be temporarily placed directly on a paved hardstand for stuffing and unstuffing operations.

- b. Containers should remain on the chassis while being stuffed or unstuffed unless proper CHE is available.
- c. Stacking. Stack containers only as high as safely permissible by local conditions, but not greater than the manufacturer's recommended stacking capacities.

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Figure 602-1. DD Form 1423, Contract Data Requirements List

INSTRUCTIONS FOR COMPLETING DD FORM 1423

(See DoD 5010.12-M for detailed instructions.)

FOR GOVERNMENT PERSONNEL

- Item A. Self-explanatory.
- Item B. Self-explanatory.
- **Item C.** Mark (X) appropriate category: TDP Technical Data Package; TM Technical Manual; Other other category of data, such as "Provisioning," Configuration Management," etc.
- Item D. Enter name of system/item being acquired that data will support.
- Item E. Self-explanatory (to be filled in after contract award).
- Item F. Self-explanatory (to be filled in after contract award).
- Item G. Signature of preparer of CDRL
- Item H. Date CDRL was prepared.
- Item I. Signature of CDRL approval authority.
- Item J. Date CDRL was approved.
- Item 1. See DoD FAR Supplement Subpart 4.71 for proper numbering.
- Item 2. Enter title as it appears on data acquisition document cited in Item 4.
- Item 3. Enter subtitle of data item for further definition of data item (optional entry).
- Item 4. Enter Data Item Description (DID) number, military specification number, or military standard number listed in DoD 5010.12-L (AMSDL), or one-time DID number, that defines data content and format requirements.
- Item 5. Enter reference to tasking in contract that generates requirement for the data item (e.g., Statement of Work paragraph number).
- Item 6. Enter technical office responsible for ensuring adequacy of the data item.
- Item 7. Specify requirement for inspection/acceptance of the data item by the Government.
- Item 8. Specify requirement for approval of a draft before preparation of the final data item.
- Item 9. For technical data, specify requirement for contractor to mark the appropriate distribution statement on the data (ref. DoDD 5230.24).
- Item 10. Specify number of times data items are to be delivered.
- Item 11. Specify as-of date of data item, when applicable.
- Item 12. Specify when first submittal is required.
- Item 13. Specify when subsequent submittals are required, when applicable. $% \begin{center} \end{center} \begin{center} \beg$
- Item 14. Enter addressees and number of draft/final copies to be delivered to each addressee. Explain reproducible copies in Item 16.
- Item 15. Enter total number of draft/final copies to be delivered.
- Item 16. Use for additional/clarifying information for Items 1 through 15. Examples are: Tailoring of documents cited in Item 4; Clarification of submittal dates in Items 12 and 13; Explanation of reproducible copies in Item 14.; Desired medium for delivery of the data item.

FOR THE CONTRACTOR

- Item 17. Specify appropriate price group from one of the following groups of effort in developing estimated prices for each data item listed on the DD Form 1423.
- a. Group I. Definition Data which is not otherwise essential to the contractor's performance of the primary contracted effort (production, development, testing, and administration) but which is required by DD Form 1423.

Estimated Price - Costs to be included under Group I are those applicable to preparing and assembling the data item in conformance with Government requirements, and the administration and other expenses related to reproducing and delivering such data items to the Government.

b. Group II. Definition - Data which is essential to the performance of the primary contracted effort but the contractor is required to perform additional work to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, or quality of the data item.

Estimated Price - Costs to be included under Group II are those incurred over and above the cost of the essential data item without conforming to Government requirements, and the administrative and other expenses related to reproducing and delivering such data item to the Government.

c. Group III. Definition - Data which the contractor must develop for his internal use in performance of the primary contracted effort and does not require any substantial change to conform to Government requirements with regard to depth of content, format, frequency of submittal, preparation, control, and quality of the data item.

Estimated Price - Costs to be included under Group III are the administrative and other expenses related to reproducing and delivering such data item to the Government.

d. Group IV. Definition - Data which is developed by the contractor as part of his normal operating procedures and his effort in supplying these data to the Government is minimal.

Estimated Price - Group IV items should normally be shown on the DD Form 1423 at no cost.

Item 18. For each data item, enter an amount equal to that portion of the total price which is estimated to be attributable to the production or development for the Government of that item of data. These estimated data prices shall be developed only from those costs which will be incurred as a direct result of the requirement to supply the data, over and above those costs which would otherwise be incurred in performance of the contract if no data were required. The estimated data prices shall not include any amount for rights in data. The Government's right to use the data shall be governed by the pertinent provisions of the contract.

DD FORM 1423 (BACK), AUG 96

Figure 602-1. DD Form 1423 (Back) Contract Data Requirements List (Cont'd)

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Figure 602-2. DD Form 448, Military Interdepartmental Purchase Request

INSTRUCTIONS FOR COMPLETING A MIPR - DD FORM 448

- Block 1 List the number of pages in the MIPR.
- Block 2 List the four digit Federal Stock Class code for the equipment.
- Block 3 This may be left blank at the activity's choosing, but may be used as location for a tracking number.
- Block 4 List the date of preparation.
- Block 5 List the MIPR number, which consists of the activity's DODAAD code, last digit of fiscal year and Julian date, and a 4 digit MIPR sequence number, all separated by dashes. *
- Block 6 List the amendment number unless it is the initial submittal, in which case list "Basic."
- Block 7 Commander Defense Supply Center Philadelphia, Philadelphia, PA 19111
- Block 8 List your activity's address with point of contact, phone and facsimile number.

Block 9 -

- (a) List the item number.
- (b) List the description DODAAD with ship to address and point of contact/telephone number if different from Block 8; and any other special instructions.
- (c) through (f) are self explanatory
- Block 11 List the total amount funded by your activity.
- Block 12 Not applicable unless Free On Board (FOB) Origin or FOB Destination to Port of Loading (overseas).
- Block 13 List the billing address.
- Block 14 List the appropriation accounting data used to fund the purchase. The same accounting line may be used for equipment and cost recovery. If funded, state here with anticipated funding data.
- Block 15 through 17 Self explanatory.

NOTE:

Do not forward a MILSTRIP requisition with the MIPR. Forward the MIPR only.

* Example: CDW433-4045-QM64

Figure 602-2. DD Form 448, Military Interdepartmental Purchase Request (Cont'd)

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Figure 602-3. DD Form 1438-6, DOD Single Line Item Requisition System Document (Manual – Long Form)